A meeting of the Town Board of Downers Grove Township was held October 3, 2013 at the Downers Grove Township, 4340 Prince Street, Downers Grove, Illinois.

I. **Call to Order:** Supervisor Wurster called the meeting to order at 7:30 p.m., and everyone present stood and recited the Pledge of Allegiance.

II. **Roll Call:** Town Clerk Hois called the roll. Board members in attendance were Supervisor Wurster, Trustee Abbate, Trustee Cuthbert, Trustee Grimsby and Trustee Swanston. Township Attorney Alongi was also present.

III. **Public Comment:** Karol Sole noted that item XIII on the agenda, Review Township Employee Hiring Practices, is required to be discussed in open session. Chris English raised a question regarding whether Pace bus services can be expanded to include areas outside the Township; Supervisor Wurster replied the Township will review and consider cost.

IV. **Correspondence:** No correspondence.

V. **Minutes:** The minutes of the September 19, 2013 Town Board meeting were approved by the Board after a motion was made by Trustee Abbate to approve them, seconded by Trustee Grimsby, and all voted aye.

VI. **Approval of Invoices:** Supervisor Wurster requested a motion to approve all invoices that had been reviewed and signed prior to the meeting, which motion was made by Trustee Cuthbert, seconded by Trustee Abbate, and all voted aye.

   - General Town Fund 10/02 $9,120.62
   - General Road Fund 10/02 $261,832.96
   - General Assistance 9/01/13 to 09/30/13 $4,649.42

VII. **Lori Wrzesinski, Director of Human Services:** Lori Wrzesinski presented an overview of the services she and her “small but mighty” staff provide to the community. Programs for students, which focus on social emotional intelligence and the decision making process, have been successful for many years and are utilized as a model in DuPage County:

   a. **Hanna Benioff:** senior citizen services, local cable news, banner news
   b. **Jason Shiliga, Juliane Waterman:** life skills, self management skills
   c. **Lauren Aramburu:** youth prevention education for students (grants)
   d. **Cathy Rager:** peer jury, mediation programs 1st-time offenders (grants)
VIII. *Holiday Schedule:* Supervisor Wurster said in 2014 Christmas is on a Thursday, and suggested the Board consider having the staff work on Columbus Day and move that day off to the day after Christmas, a Friday, to allow for a five-day weekend over the Christmas holiday. Other option would be to move another holiday or work on the Friday after Christmas. Highway Commissioner Anderson and Assessor Cockrell spoke in favor of this suggestion, noting that meetings in Wheaton are not scheduled during Christmas week. Trustee Cuthbert made a motion to have the staff work on Columbus Day in order to have the Friday after Christmas off, then Trustee Swanston seconded the motion, and all voted aye.

IX. *Board Meeting Schedule:* The proposed Downers Grove Township 2014 Board Meeting Schedule has monthly board meetings on the first Thursday each month except for January and July, the second Thursday. Trustee Abbate made a motion to approve the 2014 Board Meeting schedule as-is, Trustee Grimsby seconded the motion, and all voted aye.

X. *Proposed Levy 2013 for Township Budget Year 2014/2015:* Trustee Cuthbert presented an overview on a power point chart of the Downers Grove Township and Road District Levy requests made annually for the years 2009 thru 2012, showing percentage increases from year to year. Deputy Supervisor West said that the Downers Grove Township levy is one of the lowest in DuPage County. Factors contributing to the increased costs include the make-up of the workforce, for example more funds are allocated to Township IMRF. The CPI for the next levy year stands at 1.7, according to numbers received from DuPage County. General maintenance expenses are up 75% since the year 2009. The Township provides General Assistance to persons who meet the criteria, and recipients must meet at the Township on a monthly basis. The economy has been the biggest factor in the increase in General Assistance costs. Downers Grove Township has the highest General Assistance caseload, and is experiencing very high volume. Health insurance and utility costs have also contributed to increased costs. Trustee Cuthbert requested a preliminary budget be drawn up before the levy is submitted, and Assessor Cockrell and Deputy Supervisor West noted that this is difficult to do because a lot can happen over the next few months. The currently proposed Township 2013 levy request for 2014-2015 fiscal year is below the 5% threshold. Supervisor Wurster said he would review the budget line items with Deputy Supervisor West over the next several weeks.

Trustee Cuthbert then asked Highway Commissioner Anderson what was driving the Road District costs upward. Commissioner Anderson said salaries in his Department will increase. In addition, the costs of road maintenance have increased, for example, paving costs have almost
doubled, curbing and sidewalks are more expensive, engineering services higher, and the cost of gas has doubled over the past four years. Employee health insurance costs have also increased, with a particularly high increase in year 2013.

XI. **Commencement Date for 2014 Health Insurance Contract:** Supervisor Wurster stated that Board approval is needed to change the date of the health insurance contract to have it commence on January 1, 2014 (the contract itself has already received Board approval). Changing the date to January 1st will allow for alignment with the calendar year. Trustee Grimsby asked that all policy updates be presented to the entire board. The Trustees reviewed and discussed the BCBS information chart. Trustee Abbate made a motion to approve the change in the contract commencement date to January 1, 2014, which motion was seconded by Trustee Swanston. Clerk Hois took a roll call vote:

- Trustee Abbate - aye
- Trustee Cuthbert – aye
- Trustee Swanston - aye
- Trustee Grimsby – present
- Supervisor Wurster – aye

The motion carried.

XII. **Supervisor’s Report:** Frank asked Jim Seay of Solo Energy to speak about electric aggregation. Jim Seay said that ComEd is now taking the full 18 days to respond, rather than 11. This may postpone the start date of the Township’s electric aggregation program from December 1st to December 14, 2013 (estimated date to start the process of the switch). The first half of the switch may start on or about December 14, 2013, and the second half of the switch may start after the first of the year. The Downers Grove Township will open the bids received from electric aggregation suppliers on Tuesday, October 8, 2013. Solo Energy has not yet received any responses from the 97 suppliers that received the Request for Proposal (RFP). Jim Seay said he anticipates receiving at least 4 to 5 bids, and is hoping the Township will receive more than that. Solo Energy will provide a written report with its recommendation to the Township by Thursday morning, October 10, 2013.

Supervisor Wurster said we have had a problem with our flag pole. It was suggested that the Township have three flags, an American flag, a State of Illinois flag, and a Township flag. The Township needs to look into what it would cost to put up three poles with those 3 flags.

XIII. **Review Township Employee Hiring Practices:** This topic was discussed in open session, rather than in executive session as originally noted on the agenda, based on direction received from Attorney Alongi. Trustee
Grimsby stated that she had learned at a training session of the Board’s authority to hire, fire, and have input regarding Township employees. Attorney Alongi said that, for example, any discussion regarding Township employee salary rate scales would be held in open session.

The question was raised whether when Supervisor Wurster hires someone, does he have to get approval from the Board. Trustee Cuthbert said he wants to talk about what the process is. Supervisor Wurster noted that the number of Township employees was reduced by one and one-half since he has taken over as Supervisor. Kathy Nash retired and then came back as part-time. Other than that Supervisor Wurster has hired only one part-time person, Juliane Waterman. Supervisor Wurster said the Trustees are free to come in and talk to him about employee pay scales. Assessor Cockrell clarified this does not include the Assessor’s office. Supervisor Wurster reiterated that he has an open door policy.

XIV. **Old Business:** Trustee Abbate asked if Attorney Alongi had looked at the stormwater referendum issue. Attorney Alongi said he is looking into it, and the Township has until late December to put together a resolution if the Board chooses to do that – December 29, 2013 (79 days). The Board should put this on agenda for the November Board meeting, as for a presentation regarding the pros and cons.

XV. **New Business:** The Downers Grove Township has a beautiful new full-color brochure, with a very helpful township map on the back cover, now available in the Township office. The brochure is sent to new residents. The Township had 16,000 copies printed at 14 cents per copy.

XVI. **Adjournment:** There being no further business Trustee Abbate made a motion to adjourn the meeting, which motion was seconded by Trustee Grimsby, all voting aye. Meeting adjourned at 9:25 p.m.

Respectfully submitted,

Laura Hois
Town Clerk